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Deputy Director of Training (General)   18 January 1952

Chief, Plans and Policy Staff, O/TR

Weekly Activities Report - Period 14 - 18 January 1952

I. Completed Projects

25X1A   1. Project 52-1, Revision of CIA Regulation No. ███ Revised the
25X1A   draft of Regulation to be issued in the ██ series as in Office
             of Training issuance.

II. Projects in Process

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2. Project 51-6, Survey of Non O/TR Training Activities. A complete
    list of non O/TR training activities has been compiled. Tenta-
    tive conclusions and recommendations have been drafted preparatory
    to submitting a report on the findings of the survey. The find-
    ings of the survey are being transmitted as an interim for the
    information of the DD/TR(G) and the D/TR. Conclusions and reco-
    mmendations are under further study.

3. Project 51-7, Professional Administrative Officer Training Pro-
    gram. Comments from the various offices on this project have
    been received. A summary and analysis of the comments are being
    drafted prior to preparing a report with our conclusions and
    recommendations.

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4. Project 51-13, <u>Register of Training Activities</u>. Scheduled meeting with Management Office to discuss method of putting an IBM system of recording training programs into effect was postponed due to illness of their representative. Another meeting has been arranged for 22 January. Coordination will be accomplished with the Office of the DD/TR(S), which it is understood has completed a similar register geared to the master personnel data register of the Agency.

5. Project 51-20. <u>Administrative Support to Field Training Operations</u>. Met with ▓▓▓▓▓▓ to discuss this project and the proposed overseas training pool. Provided ▓▓▓▓▓ with the memorandum from the ADD/P (Admin.) for review and comment. Subsequent meeting will be held after study of the overseas training pool memorandum.

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6. ▓▓

7. Project 51-15, <u>Rotation Working Group</u>. At its meeting on 16 January the Committee agreed to prepare a typical case study on rotation in order to derive a clear understanding of the policy, procedural and mechanical problems involved in putting a rotation system into effect. In addition, each member of the Committee has agreed to prepare a statement of policies governing rotation which set forth guiding principles for this purpose.

8. Project 51-27, <u>Assistant Director Presentations</u>. All offices, except OPC, OCI, and DD/A, have replied to our memorandum about the proposed course. The delinquent offices have been asked to submit their comments as soon as possible.

III. <u>Newly Assigned Projects</u>

1. Project 52-2, <u>CIA Participation in</u> ▓▓▓▓▓▓▓▓ A meeting was held on 14 January to obtain a general consensus on the value of sending CIA personnel to the ▓▓▓▓▓▓▓ Col. Baird, ▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓ represented O/TR. Mr. Sollenberger of the State Department also attended. ▓▓▓▓▓▓▓ who recently visited the School, gave his impression of the School and answered questions about it. Mr. Sollenberger stated that the State Department had participated in the program for four years and found it to have a very good program. It was decided the program would be valuable to CIA and that O/TR would

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explore further the possibility of sending personnel to the School. At a meeting on 14 January it was concluded that CIA participation in the School would be feasible and valuable and that this office should proceed with presenting the idea to the DD/CI and the interested offices. Action is being taken along these lines.

2. Project 52-3, <u>Training Office Section of CIA History</u>. This office has been requested to prepare the training section of the Agency history, including that training which would be conducted prior to the establishment of O/TR. Coordination will be accomplished

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with Mr. ████████ in the Office of the CIA Historian.

IV. <u>Projects in Suspense</u>

1. Project 51-9, <u>Development of Curriculum and Program for the National Intelligence Course; Senior Professional Level.</u>

2. Project 51-10, <u>Development of Curriculum and Program for the Intermediate Intelligence Course; Junior Professional Level.</u>

3. Project 51-11, <u>Review of Curriculum and Program for the Basic Intelligence Course; Incoming Professional Level.</u>

4. Project 51-21, <u>Area and Language Specialists.</u>

5. Project 51-22, <u>Wartime Role of CIA and Its Effect on the Mission of the Office of Training.</u>

6. Project 51-4, <u>Review and Recommendation on O/PC Comments on the ████ Report" Regarding Covert Training.</u>

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